

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION COMMITTEE

201 E. Washington Avenue, GEF 1, Room D203
Madison, WI

Friday, December 21, 2001

10:00 AM - 1:00 PM

DRAFT MINUTES

The W-2 Contract and Implementation Committee is the single point of contact for feedback to the Department of Workforce Development on policy implementation related to W-2 agencies, and includes representation from the Wisconsin County Human Service Association (WCHSA), Urban Caucus counties, W-2 private agencies in Milwaukee County and the balance of state, and Tribal W-2 agencies.

COMMITTEE: Members (Present = X)

X	Eric Baker	DWS/AO
	William B. Adams	Racine County
	Jon Angeli.....	Southwest Consortium
X	Phyllis A. Bermingham...	Marathon County
	Mona Garland.....	OIC
X	Tina Koehn	UMOS
	Teresa Pierce	Workforce Connections
	Laverne Plucinski	Bad River Chippewa
	Patti Sabel	Fond du Lac County
	Adelene Robinson	Kenosha County
X	Shirley Ross	La Crosse County
X	Liz Green.....	Dane County
X	Jerry Stepaniak.....	MAXIMUS
	Julia Taylor	YW Works
	Glynis Underwood	ESI
	Michael Van Dyke.....	Door County

Alternates (Present = X)

	Jan Alft	Marathon County
	Linda Brandenburg.....	ESI
X	Marcia Christiansen....	Forward Services Corp.
	Cheryl Cobb	UMOS
	Doris Green.....	OIC
X	Deb Hughes	Southwest Consortium
X	Edward Kamin III	Kenosha County
	Richard L. Kammerud	Polk County
X	James Krivsky	Racine County
	Barbara Metoxen.....	Oneida Nation
	Tom Miller	La Crosse County
	Rita Renner	YW Works
	Chris Schmitz	Fond du Lac County

State Staff

Attendees: Gary Denis, DWS/BWP
Nancy Buckwalter, DWS/BDS
Mary Rowin, DWS/AO
Paul Saeman, DWD/BWI
Jo Kutzner, DWS/BDS
Gerry Mayhew DWS/BDS
Pat McDonnell, DWD/AO
Karen Mesinger, DWD/BDS

Kevin Huggins, DWS/BDS
Lee Mutchler, DWD/ASD
Kelly Bablitch, Legislative Aid
Tim Hineline, DWS
Dianne Reynolds, DWS/BWP
Steve Dow, DWS/BWP
Erin Fath, DOA

Guests: Karen Roker, ACLU-WI
Jane Batha, Curtis & Asso.
John Wilberding, MAXIMUS
Jane Ahlstrom, AFSCME
Jim Nitz, Kaiser
Judy Steinbicar, RCHSD

Shirley Kitchen, Dodge Co. DHS
Kathi Madsen, Douglas Co. DHS
Marilyn Putz, Walworth Co.
Jill Erickson, MCDHS
Neil Naftzger, YW Works

Recorder: Jayne Wanless, DWS/BWP

Welcome

Eric Baker welcomed the members and audience and thanked them for coming so close to the holiday break.

Minutes Approval

Jim Krivsky made a motion to approve the November's meeting minutes and was seconded by Deb Hughes; by unanimous vote the motion carried.

Issue/Discussion: C&I Revitalization Plan, Eric Baker, Administrator

The committee received an updated Revitalization Concept Paper prior to the meeting. Mr. Baker asked for feedback from members on the updated paper. The comments are listed below.

- The two committees could be subcommittees of C&I, similar to IMAC.
- Issues change so fast meeting every other month would not be sufficient.
- Subcommittees could meet in the morning and have the main meeting in the afternoon.
- The proposed attendance policy may be too restrictive.
- The main group should remain the same number of people.
- The subcommittees should have a broader mix of people depending on the issue.
- The subcommittees should have a defined purpose and project.
- The committee and subcommittees need ground rules to work together productively.
- The Department should use the Random Moment Time Study workgroup as a model for the subcommittees which has all levels represented.
- A suggestion was made to have the Administrator chair the main group and members chair the subcommittees.
- Members like the idea of long term planning and splitting up the committee to more effectively tackle the ideas.
- Use a tri-chair format similar to IMAC to decide what issues need to be addressed by the main group.
- The Department may want to look at including advocates on the committee or some forum for including these organizations; maybe a subcommittee focused on advocacy.
- Some members express concerns that advocacy groups don't have the same financial stake as contract holders.
- The committee may want to address audience participation with new structure.

DWD will come back with updated proposal in January where we will discuss decision making and nominations for committee members.

Issue/Discussion: Supportive Service Plan, Heidi Hammes, DWS/BWP

Heidi Hammes presented a template that agencies would be required to use to create a supportive service plan for participants leaving a paid placement or enrolled in case management tiers. The template formalizes a process that happens informally. It is a pending item in 2002-2003 contract. The front page of the template is a discussion piece followed by areas of need, a goal oriented action plan and community resources. Ms. Hammes requested feedback from the group by e-mail or telephone. The feedback provided in the meeting included:

- A request for the Department to revisit the current EP in CARES and expand it to include the information on the proposed Supportive Services Plan.
- A request to look at the beginning assessment piece and make it more comprehensive to include these areas of need.
- Naming the Supportive Service Plan something different so it's used throughout W-2 for example, an Individual Development Plan.
- Focus on the future at the initial assessment because people don't jump from cash assistance to self-sufficiency.

Ms. Hammes reported to the committee that DWD is developing a comprehensive upfront assessment and screening tool. DWD is working with UW-Milwaukee to develop the tool. The tool will cover areas such as traumatic brain injury, domestic violence, learning disabilities and AODA. The group recommended a local

agency representative be involved with the development of the screening and also the Medicaid HMOs. The members requested that duplicate information be removed from CARES. Ms. Hammes will call on the regional offices to identify local agency volunteers for the screening workgroup.

Issue/Discussion: W-2 Cash Caseload, Eric Baker, Administrator

Eric Baker handed out a variety of statistics on the caseload and funding and a summary on the W-2 payment caseload. It included information on the entered employment rate, which showed an increase since February 2001, Mr. Baker congratulated members of the committee because participants are still getting jobs even during an economic downturn. Agencies are meeting and going far beyond the performance standards. This month the balance of state agencies' caseload has dropped.

The statistics show:

- W-2 payment caseloads started to increase statewide in March 2001.
- There are more new and recently new cases, yet the long term caseload is growing slowly
- The caseload outside of Milwaukee has been increasing at a much slower rate. In fact the caseload declined in September and November.
- In the Balance of State the largest growth was the Caring for a Newborn and W-2 Transition placements.
- Most of the increase was in Milwaukee and the largest growth was the Community Service Jobs.
- The increase in the caseload has been caused by a number of factors:
 - ⇒ A slow growth in the hardest to serve;
 - ⇒ A training effort that resulted in more Caring for a Newborn placements;
 - ⇒ The recession; and
 - ⇒ The ESI transition in Milwaukee as it ends its contract as a W-2 agency.
- Employment Solutions Incorporated (ESI) in Milwaukee has 47% of the total statewide payment caseload growth since February and 54% since July. For November it had 84% of the growth.
- With 30% of the caseload and almost half of the increase, the Department believes the ESI transition is the single most significant factor.

DWD will provide a monthly update of these statistics to the committee and look for early warning signs of the caseload continuing to rise and take early steps to establish where the dollars are before going to the legislature. The projections showed 99 million dollars as the budgeted benefit amount. Members indicated this might not represent the actual number because some agencies have money left over at the end of the year and others may have transferred dollars to supplement Community Reinvestment dollars. Mr. Baker said there are many factors and the statistics are a start and if things change the Department will look at the more complex picture. Currently the department has staff working with UMOS and YW Works on the transition, estimating the cost for taking over the ESI contract. The committee will be involved in any serious action taken because of an increased caseload.

Joint Finance Committee passed a motion to establish a 15 million-dollar contingency fund and 3.8 million for a transition fund. Members questioned how the contingency fund could be accessed. This will be one of the first issues a C&I sub-committee will address.

Issue/Discussion: Milwaukee W-2 Update, Mary Rowin DWS/AO

The Milwaukee W-2 Monitoring Committee has met twice. The greatest area of concern is the non-extension cases, which the department is currently looking at from the regional level. A member of the audience commented that CARES only gives workers 7 choices for the reason a person is denied an extension, this does not give an accurate picture of why a person's denied. The Milwaukee W-2 Monitoring Task Force, which was established by the County Board, brought proposals to the Monitoring Committee to address the lack of jobs in the inner-city area. The Monitoring Committee established a workgroup to make recommendations about implementing a modified open district in Milwaukee. Many of the recommendations from the advisory panel affect the Balance of State, so the C&I committee will continue to be updated.

DWD will start tracking unemployed individuals capable of obtaining employment (CMU) and employed individuals who were previously in subsidized employment (CMF) after January.

The semi-monthly payment schedule workgroup plans to start at the end of January. The group will develop a timeline as one of the first tasks. The group will consist of local and program area staff. Members voiced concern regarding workload issues for FEPs. Members also thought the semi-monthly payment would reflect a more work-oriented program.

Issue/Discussion: OTHER

A member of the committee requested a WAA performance report. On March 31st DWD will be reporting to the legislature on increased child support collections and may include a WAA report.

Agencies should have all performance data in by the December 31st, the report will run around January 7th.

The committee members have concerns over the Random Moment Time Study especially agencies that handle contracts from both DHFS and DWD. DWD representatives are working hard to keep the RMS group aware of the issues.

NEXT MEETING DATE: **January 18, 2002**
 10:00 a.m.-2:00 p.m.
 201 East Washington Ave.
 GEF 1-Room 203D
 Madison, WI